



## **MontCAS Montana Comprehensive Assessment System February 2008 Newsletter**

### **REMINDERS**

Thank you to the many participants at OPI's first CRT and CRT-Alternate Test Administration Conference. Below are some last minute reminders and information from the 2008 administration requested at the conference. PowerPoints used at the conference are being posted on the conference website:

<http://www.opi.mt.gov/AssessConf/Feb08.html>



#### **Students Who Move During the 2008 Testing Window**

Instructions are online regarding testing, barcode labels, and Student Response Booklets (SRB) for students who move during the testing window.

<http://www.opi.mt.gov/pub/pdf/Assessment/CRT/TA/08StudentsWhoMove.pdf>

Included in the instructions are three tables:

- Table 1  
Students who move from one Montana school to another
- Table 2  
Students who enroll in a Montana school from a home school, a private non accredited school or an out of state school
- Table 3  
Students who withdraw to attend home school, a private non-accredited school, or an out of state school



#### **New This Year**

The Science CRT and CRT-Alternate Assessments will be administered in grades 4, 8, and 10 for the first time in Spring 2008. The science results will not be included in AYP calculations.



## Who Administers the CRT and CRT-Alternate?

The CRT and CRT-Alternate should be administered by licensed Montana educators who may be assisted by instructional paraprofessionals working under the direct supervision of a licensed Montana educator.

- It is recommended that paraprofessional support for the administration of the CRT be focused on the provision of accommodations for students who require them, just as the paraprofessional might provide these supports in the classroom.
- For the CRT-Alternate, recommended roles for a paraprofessional include assisting the test administrator with the materials, and recording the student score as determined by the test administrator. These roles help the test administrator maintain uninterrupted focus on the student and item administration.

### Direct Supervision:

- Direct supervision for the CRT means the educator and the paraprofessional are in direct contact during the time the paraprofessional assists the educator. This may include the licensed educator not being in the same room during the entire administration, but requires prior training for the paraprofessional and frequent face-to-face monitoring by the licensed educator during the administration assistance.
- Direct supervision for the CRT-Alternate means the licensed educator administers the test; the instructional paraprofessional may assist with materials and arrangements (serves a supporting role, as described above) during all or part of the administration.

All licensed educators, office staff, and paraprofessionals who handle testing materials, administer the tests, or assist in the administration of the test should receive a copy of the *Test Security Information for Teachers* and training in the administration of the assessments, accommodations, and test security.

[http://www.opi.mt.gov/pub/pdf/Assessment/CRT/TA/08TSI\\_Teachers.pdf](http://www.opi.mt.gov/pub/pdf/Assessment/CRT/TA/08TSI_Teachers.pdf)



## Former LEP Student

- Student previously identified as LEP but has now attained proficiency.
- Cannot be identified as former LEP for more than two years.
- To determine proficient, district will take into account multiple measures.
- Full definition is on page 35 of the *2008 Test Coordinator's Manual*
- In the Student Response Booklet (SRB) on page 2, section 1, bubble "Former LEP (cannot be current LEP)."
- For more information, please contact Lynn Hinch
  - [lhinch@mt.gov](mailto:lhinch@mt.gov) or 406-444-3482



## Ungraded Students

No barcode labels were printed for ungraded students. If you have ungraded students, please contact Judy Snow for assistance. [jsnow@mt.gov](mailto:jsnow@mt.gov) OR 406-444-3656.



### Students Enrolled for Less than 180 Hours

- Students enrolled for less than 180 hours are scheduled to attend school less than 2 hours a day or less than 10 hours in a five-day week.
- You will receive a barcode label for students enrolled for less than 180 hours, but they are not required to participate in testing but they may.
  - If the student does not participate in testing, affix the bar code label to the voided bar code label form and in the "Other" space, write, "Student enrolled for less than 180 hours."
  - If a student is enrolled for less than 180 hours and taking a Reading or Math class in grades 3-8 and 10 or a Science class in grades 4, 8, and 10, the student and the teacher may elect for the student to take the CRT in that one content area.
    - Affix the barcode label to the appropriate grade Student Response Booklet (SRB).
    - Administer the content area assessment.
    - On the Student Response Booklet (SRB), page 2, section 1, bubble "Student enrolled less than 180 hours and taking a reading or mathematics (in grades 4, 8, and 10, science) course."
    - The student will not be included in any AYP calculations.



### Home Schooled Students

The Office of Public Instruction, schools, and county superintendents receive requests from parent/guardians for their home schooled students to participate in statewide testing.

**NOTE: Home schooled students are students not enrolled in a school.**

When a request is received, the County Superintendent of Schools is the first line of communication and should be the person to make the arrangements. Depending upon availability of materials and scheduling, the County Superintendent and a school may be able to provide a testing opportunity for the student (s) at a school where administration of the tests is provided by a trained licensed Montana educator. **Testing materials must remain in the school and not be sent to the home for test administration.**

If a school is able to provide the opportunity

- The student results will not appear on any of the school reports nor be included in any AYP calculations.
- The school will receive the parent report for the student and forward it to the parent/guardian.
- Please follow the directions below for completing the Student Response Booklet (SRB) and ensuring the student is not included in any AYP calculations:
  - Page 1:
    - Write and bubble the student name, school code, and birthdate.
    - Write the name of the teacher who administered the test
    - Bubble the test form
  - Page 2, Section 1
    - Bubble "Student not enrolled"—this will ensure that the student results are not included with school and district calculations.



### **Student Not in School or District Full Academic Year**

- Definition of “full academic year” is on page 36 of *2008 Test Coordinator’s Manual*
  - Continuous enrollment from October enrollment reporting date (first Monday in October) through the test administration.
  - Applied separately at school and district levels
- Students not enrolled full academic year
  - Must participate and are included in calculations of AYP participation rate.
  - Test results are not included in the calculation of school and/or district averages
- For any student enrolled during the testing window who has not been enrolled the full academic year
  - On page 2, section 1 of the Student Response Booklet (SRB), bubble "Student not in school and/or not district entire academic year."



### **Student Participated in the CRT-Alternate**

- Student must be a special education student with an IEP in the AIM information system.
- Student is included in the school/district participation rate, and results are calculated in averages for AYP.
- For any student who participated in the CRT-Alt, in the Student Response Booklet
  - Transfer scores to the appropriate grade level and content pages.
  - Page 2, section 1, bubble that the student participated in the CRT-Alt.



### **Calculator Use on the Math Sessions of the CRT**

The table below shows calculator use by session and by grade.

Grade	Calculator Use Session 1	Calculator Use Session 2	Calculator Use Session 3
3	No	No	Yes
4	No	No	Yes
5	No	No	Yes
6	No	Yes	Yes
7	No	Yes	Yes
8	No	Yes	Yes
10	No	Yes	Yes



### **CRT Training PowerPoint Correction**

Part 2, Test Coordinators Responsibilities, Slide #11

- The text on slide eleven (11) is correct. Extended time is a standard accommodation.
- The script/notes on slide eleven (11) are incorrect in their reference to extended time as a non-standard accommodations. Extended time is a standard accommodation.
- The slide has been corrected in the online version of the PowerPoint:  
<http://www.opi.mt.gov/PUB/PDF/Assessment/CRT/TA/08TCResponsibilities.pdf>

## Other Assessment Information

### Testing Windows

#### 2007-2008 Spring Testing Windows

February 11 – March 26, 2008	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10 in Science (It is recommended that the first week of this window be used for training, becoming familiar with the materials, and organizing the testing.)
March 3 – March 26, 2008	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10 in Science.

#### TENTATIVE 2008-2009 Testing Windows

October 21 – November 21, 2008	English Language Proficiency (ELP) Grades K-12.
January - March 2009	NAEP, Grades 4 and 8, Reading and Math.
February 10 – March 25, 2009	CRT-Alternate, Grades 3-8 and 10, Reading and Math, Grades 4, 8, and 10, Science.
March 2 – March 25, 2009	CRT, Grades 3-8 and 10, Reading and Math, Grades 4, 8, and 10, Science.



Registration is open for OPI's statewide assessment conference on April 28 and 29, 2008. More information and online registration can be found at <http://www.opi.mt.gov/AssessConf/Index.html>

This conference is intended for Montana educators including teachers, curriculum directors, test coordinators, department/grade level chairs, administrators, county superintendents, and staff responsible for entering data into Achievement in Montana (AIM), the OPI student achievement system.

Please consider attending the conference and registering early. The early registration fee is \$60. After March 28, the registration fee is \$70. Please go online to register.

Conference support is provided by Montana State University's Conference Services Department. Contact them at 406 994-3333 or [stephanie.stratton@montana.edu](mailto:stephanie.stratton@montana.edu) with any registration questions. Refunds for registration must be requested in writing and received by April 14, 2008; a refund of the registration fee, minus a \$25 administrative fee will be provided. No refunds will be given after April 14, 2008.

Two keynote speakers will highlight the conference. Dr. W. James Popham is a nationally-recognized expert on formative assessment. Dr. Scott Marion is a member of the Montana Technical Advisory Committee which provides expertise on technical testing issues. He is nationally recognized for his research and expertise on assessment and accountability issues.

Excellent session proposals have been submitted by Montana educators. We encourage other Montana educators to submit proposals by March 20, 2008. The Call for Proposals is online on the conference site:

<http://www.opi.mt.gov/AssessConf/Index.html>

### **Conference Registration Fee Waived for Student Teachers**

Sixty education majors from colleges and universities in Montana may have their registration fee waived by registering online. Please encourage students who are currently student teaching or interning in your schools to take advantage of this opportunity. Regular registration and student registration are online at <http://www.opi.mt.gov/AssessConf/Index.html>

### **Participation in CRT and CRT-Alternate Test Development**



Dear Montana Educators,

You are invited to participate in important CRT and CRT-Alternate test development activities. All of the activities in the following table below will be conducted in Helena. Lodging is provided for participants living 90 miles away from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available. The participation form is online

<http://www.opi.mt.gov/PDF/Assessment/Forms/AppParticipate.pdf>

Please indicate on the form your preferred session and fax the completed form to Judy Snow, 406-444-0743. We look forward to hearing from you. Thank you.

Dates	Test Development Activity	Openings
May 13-14, 2008, Helena	Item Review, Reading, Math, and Science	Reading and Math: 6 educators for each content area in the following grade spans: 3/4, 5/6, 7/8, and 10 Science: 6 educators for each of the following grades: 4, 8, and 10
May 15, 2008, Helena	Bias Review	Reading, Math, and Science: 5 educators for each content area
June 10 -12, 2008, Helena	Science CRT and CRT-Alternate Standard Setting	CRT: 12-15 Science educators for each of the following grades: 4, 8, and 10 CRT-Alternate: 12-15 Science and Special Education educators for each of the following grades: 4, 8, and 10
July 22-23, 2008, Helena	CRT Item Selection Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10	Reading and Math: Six (6) educators for each content in the following grade spans: 3-6 and 7-10. Science: Two (2) educators in each of the following grades: 4, 8, and 10.

## English Language Proficiency (ELP) Results

Please expect the results beginning February 28, 2008. Please contact Karen Richem if you have questions: [krichem@mt.gov](mailto:krichem@mt.gov) OR 406-444-0748.

## Achievement in Montana (AIM)

### Information on Upcoming AIM Collections



The Program Participation Collection begins March 1, and focuses on data collection to identify specific student sub-groups and participation in various state and federal programs. This data is used in Adequate Yearly Progress (AYP) calculations and for state and federal reporting purposes. All data must be accurate as of the count date of March 12, 2008. The OPI will perform reasonability checks with previous years' data throughout the collection and will contact schools to verify counts that differ significantly. The Program Participation Collection ends March 26, 2008. It is crucial that correct data be entered by this date to ensure AYP sub-group calculations are valid. We ask that Test Coordinators work closely with the school's AIM Specialist to ensure the data collection is completed by the due date.

The Test Window Attendance Collection will be used to collect the aggregate hours and absent counts of all students as of March 12, 2008. If March 12 is not a regularly scheduled school day, please use the next regularly scheduled school day and indicate that date in your school calendar in the Test Count Date field. This data will be used calculate a participation rate for the statewide student assessment. This collection takes place from March 12 through March 26, 2008.

## Testing Contractor Contact Information

### **MontCAS, the CRT and the CRT-Alternate—Measured Progress, Inc.**

Dan Verdick, Montana CRT Program Manager

[dverdick@measuredprogress.org](mailto:dverdick@measuredprogress.org) or 800-431-8901 x2220

Nancy Hall, Montana CRT Program Assistant

[nhall@measuredprogress.org](mailto:nhall@measuredprogress.org) or 888-792-2741

Jake Goldsmith, Montana CRT-Alternate Program Manager

[JGoldsmith@measuredprogress.org](mailto:JGoldsmith@measuredprogress.org) or 800-431-8901 x2239

Kevin Froton, Montana CRT-Alternate Program Assistant

[kfroton@measuredprogress.org](mailto:kfroton@measuredprogress.org) or 800-431-8901x2196


### **MontCAS, the English Language Proficiency (ELP)—Questar Assessment Inc.**


BJ Vickery, Program Manager

[bjvickery@questarai.com](mailto:bjvickery@questarai.com) or 888-854-9596

## OPI Assessment Contacts

 Gayle Allen, Administrative Specialist, [gallen2@mt.gov](mailto:gallen2@mt.gov), 406-444-3511

 Karen Richem, Assessment Specialist, [krichem@mt.gov](mailto:krichem@mt.gov), 406-444-0748

 Judy Snow, State Assessment Director, [jsnow@mt.gov](mailto:jsnow@mt.gov), 406-444-3656

 FAX: 406-444-0743

